

Brownfields Assessment Grants

2009-2011 Hazardous Substances & Petroleum Work Plan

A. Recipient Title

Redevelopment Agency of the City of Chula Vista

B. Background

The target community is the Southwest portion of Chula Vista, California, a city of over 223,000 residents that is located twelve miles south of Downtown San Diego, and five miles north of the international border with Mexico. Much of Southwest Chula Vista, including many parts located in the City's Southwest Redevelopment Project Area, was historically unincorporated until it was annexed to the City in 1985. While unincorporated, development patterns fluctuated in piecemeal fashion and resulted in incompatible land use mixes that pose health risks to the community due to the close proximity of residential neighborhoods, parks, and schools to industrial properties, many of which are assumed to be brownfields sites. Existing data indicates that Southwest Chula Vista is impacted by more than 300 facilities that use/generate hazardous substances/wastes and petroleum products, approximately 39 facilities that are reported to have leaking underground storage tanks releases, and numerous emergency response instances where a hazardous substance was spilled. Southwest Chula Vista's historic character, ethnic diversity, strong residential communities, and increasing private investment, however, give it potential to grow into a more vibrant, safe, healthy, and sustainable community.

The assessment grants will benefit the target community by:

- Increasing community awareness and education about the risk that brownfields pose to public health and safety.
- Increasing attention on incompatible land uses and resulting health risks.
- Attracting new businesses and investment and creating jobs to address unemployment.
- Focusing attention on the highest-polluting and highest-risk sites, to have the greatest impact on public health indicators such as asthma.
- Preserving the Otay River Valley, which is a sensitive habitat area, and is the largest open space resource available for residents of Southwest Chula Vista and the region.
- Stimulating increased tax increment revenues from new development in the Southwest Redevelopment Project Area, which can be used to fund critical infrastructure improvements in the area and improve walkability.
- Increasing redevelopment activities and resulting tax increment revenues, which will increase funds available for affordable housing to assist low-income families and address displacement issues.
- Facilitating improvements to walkability to help reduce rates of childhood obesity and diabetes.
- Improving water and air quality in the community.

This work plan proposes a community-oriented approach to identifying, prioritizing, and selecting sites in Southwest Chula Vista for conducting Phase I and Phase II environmental site assessments (ESAs), and developing preliminary feasibility studies and remedial action plans for high priority sites. Agency staff will seek to forge partnerships with public health organizations and advocates to engage residents, property owners, and businesses, and collaboratively identify criteria for site selection. The Agency will also cooperatively work with stakeholders to create strategies and tools for public awareness and education about the connection between brownfields and public health, and the benefits of brownfields cleanup and redevelopment.

C. Goals and Objectives

a. EPA Strategic Plan

This project supports EPA's Strategic Plan and GPRA Goal 4: Healthy Communities and Ecosystems, Objective 4.2 Communities – Sustain, Clean Up, and Restore Communities and the Ecological Systems that Support Them, Sub-objective 4.2.3 Assess, Clean Up and Redevelop Brownfields.

Outputs: Work plan deliverables, property profile forms

Outcomes: Give number of assessments, inventory, and if known, the number of acres that will be ready for reuse, dollars leveraged, and number of jobs created.

b. Project Goals

Project Goals¹	Hazardous Substances Grant	Petroleum Grant	TOTAL
Area-wide Inventory²	\$8,100	\$7,300	\$15,400
Community Outreach & Site Selection³	\$11,100	\$10,300	\$21,400
12-15 Phase I ESAs <i>per Grant</i>	\$64,100	\$69,300	\$133,400
Quality Assurance Plan(s)	\$4,000	\$4,000	\$8,000
Up to 5 Phase II ESAs <i>per Grant</i>	\$105,600	\$102,800	\$208,400
Cleanup & Redevelopment Planning / Health Monitoring of Priority Sites	\$7,100	\$6,300	\$13,400
TOTAL	\$200,000	\$200,000	\$400,000

¹ Agency staff directly involved in the managing the grants will attend EPA Brownfields conferences and training during the grant period.

² A GIS inventory and Property Profile Forms will be prepared as part of the Area-wide Inventory.

³ Will include contractual services for Spanish translation/interpretation.

D. Tasks

Task 1 - Project Management and Planning

a. Task Description

Pre-award and Task 1 activities that will be conducted by the Redevelopment Agency's Brownfields Team will include:

- i. Development of a comprehensive Community Outreach & Involvement Strategy for implementing the grants, including:
 - *Marketing and public awareness campaigns* and materials about brownfields, public health risks, and the benefits of the EPA grants.
 - Stakeholder engagement strategies for *involving impacted and interested stakeholders* in the process (e.g., criteria setting, site selection).
 - Outreach and communication strategies for establishing *cooperative processes with property owners and businesses*.
- ii. Pre-award notification and early community outreach with existing stakeholder organizations, including public health officials and advocates. This activity will include the creation of a web page on the City's "Clean" campaign web site (<http://www.chulavistaca.gov/clean/>) for posting information and materials about the grant process. The Redevelopment Agency will also attend a neighborhood convention on June 21, 2008 sponsored by "Southwest United in Action," a City-involved grassroots effort to build leadership and capacity in the community to effectuate change. The Redevelopment Agency will gather community input on neighborhood priorities for public health and safety, including key locations or areas of priority (e.g., schools, parks).
- iii. Development of one or more Requests for Proposals/Qualifications for assistance in conducting/preparing:
 - An area-wide inventory and GIS survey (Task 2)
 - Marketing, outreach, presentation, and educational tools and materials (Task 3)
 - Phase I investigations (Task 4)
 - Quality Assurance Plans (Task 5)
 - Phase II investigations (Task 6)
 - Cleanup, redevelopment, and health monitoring plans (Task 7)

b. Task Budget

Cost:	Hazardous Substances Grant	\$ 0
	<u>Petroleum Grant</u>	<u>\$ 0</u>
	TOTAL	\$ 0

c. Schedule

Task Start Date: Immediate Task Completion Date: 2009 Q1

d. Deliverables

- One or more RFP/Qs for professional consultant services
- Outline summary of Community Outreach & Involvement Strategy
- Pre-award notification summary and materials, including flyers and other distribution materials

Task 2 – Area-wide Inventory and Property Profile Forms

a. Task Description

An area-wide inventory will be created consisting of existing and potential brownfield sites in Southwest Chula Vista. The inventory will document property data, business activities, petroleum use, past releases of petroleum (LUSTs), and funding eligibility. The area-wide inventory will provide a foundation for site selection of priority sites through the Community Outreach & Involvement Strategy. The inventory will also be integrated into the City's existing GIS database so that City personnel and property owners can use the inventory in land use planning, issuing permits, assessing threats to public health, prioritizing redevelopment efforts, and tracking any conditions, controls, or restrictions on a property due to environmental conditions. Property Profile Forms will be completed for EPA review.

b. Task Budget

Cost:	Hazardous Substances Grant	\$ 8,100
	<u>Petroleum Grant</u>	<u>\$ 7,300</u>
	TOTAL	\$ 15,400

c. Schedule

Task Start Date: Immediate Task Completion Date: 2009 Q2

d. Deliverables

- Area-wide inventory list
- Property Profile Forms
- Update on GIS database integration
- Progress report on community outreach and involvement

Task 3 - Community Outreach

a. Task Description

A comprehensive Community Outreach & Involvement Strategy will be developed to engage as many stakeholder segments of the community as possible, and to ensure that information from the brownfields inventory, assessments, and cleanup/redevelopment plans are appropriately communicated to residents, property owners, businesses, and other impacted and interested stakeholders. A major advantage in Southwest Chula Vista is the newly created (2008) “Southwest United in Action” community strengthening program, which shares the same geographic focus as the Brownfields Grant. The purpose of Southwest United in Action is to build leadership and capacity in the community for the purpose of leveraging resources to address community needs and issues. Community-based focus groups will be formed to address specific action areas, including health and safety. These focus groups will be the primary vehicles of communication for the Redevelopment Agency to outreach to and collaborate with the Southwest community on the grant and public health concerns. Additional efforts will also be made to specifically engage property owners and businesses. Together, Southwest United in Action and property/business owners will be asked to help the Redevelopment Agency and its consultant(s) establish criteria and prioritize sites for assessment under the grants. English-Spanish translation of materials and interpretation services at meetings will be provided whenever possible.

During the pre-award period, the Redevelopment Agency is engaging discussions with public health officials and advocates to seek partnerships in community outreach efforts on brownfields and the grants. The Redevelopment Agency will also be coordinating with City conservation- and environmental-oriented Departments to brand and market the grants program. These Departments and several non-governmental conservation organizations have already collaboratively created and launched the “Clean Campaign,” the tag line of which is: “Your Community. Your Environment. Your Choice.” Brownfields and the assessment grants are aligned with the goals of existing programs under the Clean Campaign (e.g., water quality, storm water runoff, habitat conservation). A brownfields web page will be created under the Clean Campaign banner and web site: <http://www.chulavistaca.gov/clean/Default.asp>. The Clean Campaign’s stakeholder working group will also be used as one of possibly several technical advisory bodies for the assessment grants.

b. Task Budget

Cost:	Hazardous Substances Grant	\$ 11,100
	<u>Petroleum Grant</u>	<u>\$ 10,300</u>
	TOTAL	\$ 21,400

c. Schedule – Community Outreach

Task Start Date: Immediate Task Completion Date: 2011 Q4 (Grant Completion)

d. Deliverables

- Community involvement plan

- Fact sheets, flyers, and other outreach materials
- Notes from outreach meetings
- Printed pages from outreach web site

Task 4 - Site Selection, Site Approval, and Phase I ESAs

a. Task Description

The Community Outreach & Involvement Strategy will outline the process for site selection. Based on data from the area-wide inventory, the Redevelopment Agency will work with stakeholders to collaboratively establish criteria for and select 12 to 15 sites *per grant* for Phase I ESAs. 12 to 15 Phase I ESAs will be conducted under the Hazardous Substances Assessment Grant. 12 to 15 Phase I ESAs will also be conducted under the Petroleum Assessment Grant. Examples of criteria for the selection of priority sites include property owner goals and interests, proximity and potential level of threat to sensitive receptors or areas (e.g., schools, parks/playgrounds, senior facilities, sensitive habitat areas), and potential public benefits of remediation and redevelopment. All Phase I ESAs will be conducted by a Qualified Environmental Professional in accordance with the EPA's All Appropriate Inquiries (AAI) Final Rule. Phase I ESAs will include historical records searches to determine ownerships of sites, previous usage of sites, possible sources of contamination, site visits, interviews, and, in some case, limited sampling. If no significant concerns are identified, Phase II ESAs for some sites may not be necessary.

b. Task Budget

Cost:	Hazardous Substances Grant	\$ 64,100
	<u>Petroleum Grant</u>	<u>\$ 69,300</u>
	TOTAL	\$ 133,400

c. Schedule

Task Start Date: 2009 Q3 Task Completion Date: 2010 Q2

d. Deliverables:

- Criteria list
- List of selected sites
- Phase I (AAI) reports

Task 5 - Quality Assurance

a. Task Description

A Quality Assurance Project Plan and/or Sampling and Analysis Plan (SAP) and Health and Safety Plan (HSP) will be prepared and submitted to EPA. The QAPP or SAP must be approved by EPA **prior** to the start of field sampling/Phase II ESAs (Task 6).

b. Task Budget

Cost:	Hazardous Substances Grant	\$ 4,000
	<u>Petroleum Grant</u>	<u>\$ 4,000</u>
	TOTAL	\$ 8,000

c. Schedule

Task Start Date: 2010 Q1 Task Completion Date: 2010 Q1

d. Deliverables

- Draft/Final QAPP/SAP

Task #6 - Conduct Phase II Activities

a. Task Description

Based on the results of the Phase I ESAs, including Recognized Environmental Conditions (RECs), the Redevelopment Agency will work with property owners and stakeholders to collaboratively establish criteria and select up to five sites *per grant* for Phase II ESAs. Up to five Phase II ESAs will be conducted under the Hazardous Substances Assessment Grant. Up to five Phase II ESAs will also be conducted under the Petroleum Assessment Grant. Examples of criteria for the selection of priority sites include property owner goals and interests, proximity and potential level of threat to sensitive receptors or areas (e.g., schools, parks/playgrounds, senior facilities, sensitive habitat areas), and potential public benefits of remediation and redevelopment. Phase II ESAs will involve sampling performed at the sites to confirm the location and identity of RECs.

b. Task Budget

Cost:	Hazardous Substances Grant	\$ 105,600
	<u>Petroleum Grant</u>	<u>\$ 102,800</u>
	TOTAL	\$ 208,400

c. Schedule

Task Start Date: 2010 Q1 Task Completion Date: 2011 Q2

d. Deliverables

- Criteria list
- List of selected sites
- ASTM Phase II reports

Task 7 - Cleanup & Redevelopment Planning / Health Monitoring of Priority Sites

a. Task Description

Based on the area-wide inventory, Phase I ESAs, Phase II ESAs, and community input, the Redevelopment Agency will prepare cleanup and redevelopment strategies for high priority sites. The strategies will include feasibility studies for cleanup and redevelopment, including the ability to secure and pool funding sources for remediation.

b. Task Budget

Cost:	Hazardous Substances Grant	\$ 7,100
	<u>Petroleum Grant</u>	<u>\$ 6,300</u>
	TOTAL	\$ 13,400

c. Schedule

Task Start Date: 2011 Q1 Task Completion Date: 2011 Q3

d. Deliverables

- Cleanup and redevelopment strategies
- Health monitoring reports (where applicable)

Task 8 - Reporting Activities

a. Task Description

Regular Reporting: The Redevelopment Agency will comply with reporting requirements in the grant conditions and will also consult with EPA Project Officer, Glenn Kistener, on project-specific reporting needs. The Redevelopment Agency will provide regular reports to EPA, including Quarterly Progress Reports, MBE/WBE Reports, and Annual Financial Status Reports. Quarterly Reports will generally follow the format of the approved work plan. It will include a list, by project task and budget category, of expenses that will be invoiced and/or have been invoiced during the reporting period. The Quarterly Report will also include a description of cumulative expenditures to date by project task and budget category. The quarterly budget summaries will include information on recipient's cost share. Property Profile Forms (PPFs) will be submitted initially with the relevant Quarterly Report. An updated PPF will be submitted each quarter thereafter. The Redevelopment Agency will submit quarterly reports and PPFs electronically where at all possible. The Redevelopment Agency will be responsible for

inputting project and PPF data into the USEPA Assessment, Cleanup & Redevelopment Exchange System (ACRES) database. This database will be viewed and updated quarterly, if needed.

Final Summary Report: The Redevelopment Agency will write a final summary report describing the initial goals and objectives of the brownfields grant, accomplishment of the goals and objectives, and any changes implemented. The report will highlight lessons learned and clearly describe future tasks which will be necessary to complete the cleanup and development of the sites. The report will describe resources leveraged during the project (other than the EPA grant), how they were used, and any resources leveraged to continue the project after the expiration of the brownfields grant. The report will include any supporting assessment documents or summaries not previously provided. The Final Summary Report will also include a final property profile (OMB NO. 2050-0192).

Project Closeout: The Redevelopment Agency will comply with closeout requirements in the Terms and Conditions of the Cooperative Agreement.

b. Task Budget

Cost:	Hazardous Substances Grant	\$ 0
	<u>Petroleum Grant</u>	<u>\$ 0</u>
	TOTAL	\$ 0

c. Schedule

Project Start Date: 2008 Q1 Project Completion Date: 2011 Q4 (Grant Completion)

d. Deliverables

- Quarterly progress reports
- Property Profile Forms
- Final Summary Report
- Field reports, if applicable
- Annual Financial Status Reports (FSR)
- Final FSR
- MBE/WBE Utilization Reports

E. Schedule of Milestones & Deliverables

Fiscal Year	Quarter (Q)	Quarterly Report Due	Milestones and Deliverables Due with Quarterly Report	Status
2009	1 st	Jan 30 th	<ul style="list-style-type: none"> • RFP/Qs for professional consultant services • Outline summary of Community Outreach & Involvement Strategy • Pre-award notification summary and materials, including flyers and other distribution materials 	
2009	2 nd	April 30 th	<ul style="list-style-type: none"> • Area-wide inventory list • Property Profile Forms (PPFs) • Update on GIS database integration • Progress report on community outreach 	
2009	3 rd	July 30 th	<ul style="list-style-type: none"> • Progress report on community outreach 	
2009	4 th	Oct. 30 th	<ul style="list-style-type: none"> • Progress report on community outreach 	
2010	1 st	Jan 30 th	<ul style="list-style-type: none"> • Draft/Final QAPP/SAP • Progress report on community outreach 	
2010	2 nd	April 30 th	<ul style="list-style-type: none"> • Criteria list for Phase I ESAs • List of selected sites for Phase I ESAs • Phase I (AAI) reports • Progress report on community outreach 	
2010	3 rd	July 30 th	<ul style="list-style-type: none"> • Progress report on community outreach 	
2010	4 th	Oct. 30 th	<ul style="list-style-type: none"> • Progress report on community outreach 	
2011	1 st	Jan. 30	<ul style="list-style-type: none"> • Progress report on community outreach 	
2011	2 nd	April 30 th	<ul style="list-style-type: none"> • Criteria list for Phase II ESAs • List of selected sites for Phase II ESAs • ASTM Phase II reports • Progress report on community outreach 	
2011	3 rd	July 30 th	<ul style="list-style-type: none"> • Cleanup and redevelopment strategies • Health monitoring reports (where applicable) • Progress report on community outreach 	
2011	4 th	Oct. 30 th	<ul style="list-style-type: none"> • Final Summary Report 	
Ongoing	--	--	<ul style="list-style-type: none"> • Annual Financial Status Reports (FSRs) • MBE/WBE Utilization Reports 	

F. Budget Summary

HAZARDOUS SUBSTANCES ASSESSMENT GRANT

	Task 1 Project Management	Task 2 Inventory	Task 3 Community Outreach	Task 4 Phase I	Task 5 QA	Task 6 Phase II	Task 7 Cleanup, End Use Plans, and Health Mon	Task 8 Reporting	Total
Personnel									
Fringe									
Travel		\$1,600	\$1,600	\$1,600		\$1,600	\$1,600		\$8,000
Supplies			\$3,500						\$3,500
Equipment*									
Contractual		\$6,500	\$6,000	\$62,500	\$4,000	\$104,000	\$5,500		\$188,500
Construction*									
Other									
Indirect*									
Grant Total		\$8,100	\$11,100	\$64,100	\$4,000	\$105,600	\$7,100		\$200,000

PETROLEUM ASSESSMENT GRANT

	Task 1 Project Management	Task 2 Inventory	Task 3 Community Outreach	Task 4 Phase I	Task 5 QA	Task 6 Phase II	Task 7 Cleanup, End Use Plans, and Health Mon	Task 8 Reporting	Total
Personnel									
Fringe									
Travel		\$800	\$800	\$800		\$800	\$800		\$4,000
Supplies			\$3,500						\$3,500
Equipment*									
Contractual		\$6,500	\$6,000	\$68,500	\$4,000	\$102,000	\$5,500		\$192,500
Construction*									
Other									
Indirect*									
Grant Total		\$7,300	\$10,300	\$69,300	\$4,000	\$102,800	\$6,300		\$200,000

* If you anticipate costs in the Equipment budget category, please consult with your EPA Project Officer. Indirect costs (shaded) are ineligible expenses under the Brownfields Assessment Program. Eligible construction costs (shaded) must be allocated under the Contractual budget category.

* The new Brownfields Legislation prohibits the use of any part of a grant or loan for the payment of an administrative cost. EPA has made a distinction between prohibited administrative costs and allowable programmatic costs.

- **Administrative Costs:** Indirect costs including salaries, benefits, supplies, etc for activities that are not directly related to the work conducted under the cooperative agreement.
- **Programmatic Costs:** Costs for activities (including the portion of salaries and fringe) that are integral to achieving the purpose of the grant. These include:
 - Inventorying, characterizing and assessing sites
 - Reports and Deliverables (e.g., Quarterly Reports and Financial Status Reports)
 - Community outreach activities
 - Travel, training, reference materials and contract support.